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Horacio Veliz Montoya

April 27, 2021

**Attention:**

File #: PremiumMill  
Inv #: Sample

**RE:** Horacio David Veliz Montoya v. Premium Millwork Inc.

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Oct-25-19	Intake done for client	1.00	125.00	PL
Nov-04-19	discussed facts of the case with SC; interviewed new client and got the facts for the complaint	0.90	405.00	MF
Nov-19-19	Drafting complaint	1.00	125.00	PL
Mar-16-20	Research and draft motion for default judgment	3.75	1,312.50	CK
Jul-14-20	Requested that lead attorney make appearance in the case	0.10	45.00	MF
	Consult with MF regarding strategy.	0.10	35.00	CE
Aug-03-20	updated client on the status of the case	0.10	45.00	MF
Aug-21-20	Coordinate service.	0.20	70.00	CE
	Review ECF notification.	0.10	35.00	CE
	Sent complaint and summonses out for service on all defendants	1.20	150.00	PL
Aug-26-20	Researched on Lexis new address for a Defendant for which process server had	1.00	125.00	PL

incomplete service; emailed service with new address to serve complaint and summons.

Sep-08-20	: reviewed court order directing parties to file status letter next month; directed staff to update case chart ; filed order in the proper folder for future reference	0.30	135.00	MF
Sep-09-20	Organized AOSs from service emails and placed on file	0.30	37.50	PL
Sep-10-20	forwarded dgr results to fed	0.10	12.50	PL
Sep-15-20	reviewed affidavits of service plaintiffs filed in court; directed staff to update case chart ; filed affidavits of service in the proper folder for future reference	0.30	135.00	MF
	Review ECF notification.	0.10	35.00	CE
	File affidavit of service.	0.30	105.00	CE
Oct-08-20	Reviewed letter filed by plaintiffs regarding status update; directed staff to update case chart ; filed notice of letter in the proper folder for future reference	0.30	135.00	MF
	Research re status and location of defendant Cuenca.	0.40	140.00	CE
	Draft and file status update.	0.50	175.00	CE
Dec-17-20	Reviewed court order directing parties to submit belated status report by a specific date; directed staff to update case chart ; filed order in the proper folder for future reference	0.30	135.00	MF
Jan-15-21	Review docket.	0.40	140.00	CE
	Consult with staff regarding status of service.	0.20	70.00	CE
Jan-19-21		0.30	105.00	CE
	Consult with staff regarding status of due diligence.	0.30	105.00	CE
	Draft and file letter with exhibits/	0.60	210.00	CE

	review emails and folder for affidavits of attempted service.	0.30	135.00	CE
Feb-22-21	Review order re default schedule.	0.10	35.00	CE
Apr-08-21	Review docket.	0.20	70.00	CE
Apr-09-21	Draft affidavit for client.	0.80	280.00	CE
Apr-16-21	Draft certificates of default.	0.50	175.00	CE
	Revise affidavit for client.	0.40	140.00	CE
	Draft affidavit in support of certificates.	0.40	140.00	CE
Apr-20-21	File requests for default.	0.20	70.00	CE
	Revise attorney affidavit.	2.10	735.00	CE
	Draft Notice of Motion to compel.	0.20	70.00	CE
	Research re damage calculations for non hospitality employees.	0.50	175.00	CE
	Draft Proposed Form of Judgment.	0.20	70.00	CE
Apr-22-21	Phone call with client.	0.60	210.00	CE
Apr-26-21	Revise affidavit	0.50	175.00	CE
Apr-27-21	Revise attorney affidavit.	0.70	315.00	CE
	Preparation exhibits for default motion.	0.80	280.00	CE
	<b>Totals</b>	<b>22.65</b>	<b>\$7,222.50</b>	

## DISBURSEMENTS

Dec-16-19	Filing Fee	400.00
	Process Server: Service on Julio Cuenca (Demand Letter + Complaint)	50.00
	Process Server: Service on Premium Millwork Inc. (Demand Letter + Complaint)	50.00
Jun-04-20	Process Server	75.00

Process Server	50.00
Totals	\$625.00
<b>Total Fee &amp; Disbursements</b>	<b>\$7,847.50</b>
<b>Balance Now Due</b>	<b>\$7,847.50</b>